Agency Operations Plan 2015-17

Agency:

Office of State Treasurer

Line of Business: (optional)

Contact:

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Technology Strategy:

Website: We currently use our agency website to communicate distribution data to the public, other agencies, and all the political subdivisions we serve. Additionally, information about the funds we invest and other Office of State Treasurer information is disseminated through the website. TDOC (Tax Distributions Outstanding Check): This is a web-based system, created by ITD, we use to process and distribute a variety of our tax distributions. All outstanding checks are processed and accessed through the system, which is used by the majority of state agencies to track checks. TDOC uses Cognos to create reports of the distributions made using TDOC. PC and Access tax distributions: Those distributions not currently processed through TDOC are still manually processed through Access and Excel.

Technology Infrastructure:

Server Applications – A few of the distributions we perform continue to utilize Microsoft Access

Desktops – We plan to have all desktop computers replaced by the end of 2013-15. In Keeping with the replacement schedule we have historically used, the computers should be replaced again at the end of the 2017-19 biennium.

Laptops – There is one HP laptop, which runs on the Windows 7 operating system. This machine may be checked out and used by Office of State Treasurer's employees. It is configured to connect directly to the state network.

Mobile Devices – The State Treasurer and Deputy Treasurer possess state supplied smartphones. Both are Motorola model Droid X^2.   Both phones are configured to connect to the state system, thus requiring password protection.

Data – The operations of the State Treasurer's Office require that multiple users have access to various spreadsheets, documents, and programs. Because of this all of the files are stored and maintained on the K: drive (\\nd.gov\stn). We are in the process of creating a FileNet environment to take the place of our K drive storage with similar access requirements.

Planned Activities:

We anticipate that changes to mineral tax distributions will require rewrites of a variety of TDOC distributions and Cognos reports.

Continue with implementation of FileNet.

Technologies being considered or investigated:

None at this time.